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Board of Commissioners Policy

Rules of Agreement for the Use of the Nags Head Fire Department Facility – Station 16

(Adoption Date: July 8, 1992)
(Updated: June 4, 2003)

The Rules of Agreement for use of the Nags Head Fire Department Facility are as follows:

In an effort to control the use of the Nags Head Fire Department Facility (including the South Wing of the station), the following guidelines shall apply:

1. The Town of Nags Head and/or the Nags Head Fire Department reserves the right to refuse the use of the facility to any organization.
2. Request for use of the facility must be made two (2) weeks prior to its intended use. All requests must be made through the Fire Chief's office.
3. Agencies and persons using the facility shall be required to sign a user agreement.
4. Use of the facility may be restricted to governmental and public safety personnel. This due, in part, to the lack of proper on-site parking for the facility. Parking shall be limited to areas assigned.
5. All use of the facility must end by 11 p.m. Ending at this hour includes time allotted for clean-up. Set-up, taking down of equipment used, and clean-up of the facility shall be the responsibility of the user.
6. Cancellations must be made one (1) week prior to the use of the facility.
7. No function shall be allowed to conflict with the standard operating procedures of the Nags Head Fire Department.
8. Application for use of the facility shall be submitted and approved by the Fire Chief.

Responsible for Update: Director of Public Safety